SOUTH CAROLINA DEPARTMENT OF ARCHIVES AND HISTORY
STATE HISTORIC PRESERVATION OFFICE
(803)734-8934

Post Office Box 11669
Columbia, South Carolina 29211-1669
Offices: 1430 Senate Street
Columbia, South Carolina 29201

INSTRUCTIONS FOR 1993 SURVEY & PLANNING GRANT APPLICATIONS

These instructions should be used as a guideline for completing the 1993 Survey and Planning grant application form. They will give the applicant an understanding of the kind of information we require to evaluate the proposed project and will help point out links between the application questions and the selection criteria.

1 APPLICANT

Most of these questions are self-explanatory.

The Contact Person should be someone who can answer questions about the methodology of the proposed project as well as the budget. The Contact Person will receive notice of the grant award or notice that the project was not funded.

The FEIN number is the Federal Employer Identification Number. We must have the FEIN number of the grant applicant if the applicant is an organization, agency, or government. If the applicant is an individual, we must have the individual's Social Security number. We cannot issue grant funds without a FEIN or Social Security number.

2 PROJECT NAME

Your project name should briefly describe your project's main goal. Examples are "Pickens County Survey" or "Design Guidelines for the City of Spartanburg."

When discussing your application with our staff, ask if your proposed project has a National Register name. Some kinds of projects, such as survey projects, may not. Contact our office for the National Register name of the property or historic district if you do not have a copy of the National Register nomination.

In this section, give the location or address of the project. Often this address differs from the address of the applicant.

3 PROJECT TYPE

When discussing your application with our staff, ask which project type(s) apply to your project.